



राजपत्र, हिमाचल प्रदेश

हिमाचल प्रदेश राज्य शासन द्वारा प्रकाशित

शिमला, बुधवार, 7 जुलाई, 2010 / 16 आषाढ़, 1932

हिमाचल प्रदेश सरकार

PRINTING AND STATIONERY DEPARTMENT

NOTIFICATION

Shimla-2, 10th June, 2010

No. Mudran (B)10-2/2009.—The Governor, Himachal Pradesh is pleased to notify the 'job profile' alongwith the 'performance indicators' of the officers/officials working in the Printing and Stationery Department as per Annexure "A".

By order,
Sd/-
Secretary.

DUTIES AND RESPONSIBILITIES OF VARIOUS POSTS IN THE DEPARTMENT OF PRINTING AND STATIONERY HIMACHAL PRADESH

ADMINISTRATIVE WING

1. CONTROLLER

(1) Controller, being administrator and head of the Printing and Stationery Department in the State is responsible for the efficient working of his Department, shall exercise all administrative and financial powers as adjoined upon the heads of the department in the H.P. Government.

(2) He shall control all Printing & Stationery affairs in the State and allied activities, for which any special instructions considered necessary for administrative reason, shall be issued by him from time to time to his subordinate staff.

(3) He shall submit to the Government budget and appropriation proposals for the whole department for consideration and approval.

(4) All the reports and returns to the Government, monthly, quarterly, yearly, as required by the Government from time to time, in respect of the department shall be submitted by him or under his authority by any officers to whom he shall delegate the powers on his behalf.

(5) To invite and finalize the Tender No.1, 2 and 3 regarding purchasing of all types of Stationery items, papers, press materials and machineries etc. in consultation with State Stationery Selection Committee and Departmental Purchase Committee.

(6) He shall exercise all the powers delegated to him by the State Government from time to time and shall be directly answerable to the Government.

2. Assistant Controller (Stationery)

(1) To act as Branch Officer of Stationery Wing of the Department.

(2) To ensure inspection of Stationery items, inventory control and regulate supply.

3. Superintendent Grade-I

The Superintendent Grade-I is normally incharge of Establishment Branch and has generally to perform the following duties and functions:—

(1) To go through the dak as received by him and take the following steps:—

(a) Mark the missent receipts to the concerned sections.

(b) Submit the important communications for perusal of the higher authorities through Branch Officer, at dak stage, in case the said authorities have not seen any such communication.

(c) Retain receipts of secret/confidential or urgent nature, which he may like to deal himself in which case the said receipts will be got diarized from the diarist by Supdt. Grade-I for further reference.

(d) Mark the remaining receipts to concerned dealing hands with dated initials indicating the urgency and also giving directions, if any, disposal and to hand over the same to the diarist of the section for diarizing and handing to the concerned dealing hands and,

- (e) Keep a note in the diary about important receipts for watching proper and timely disposal.
- (2) To see that the concerned dealing hands collect and keep updated information relating to the establishment branch.
- (3) To ensure that returns/statements are submitted in time and the returns/statements to be received in the section are received in time.
- (4) To see all dealing hands and the diarist maintain all required registers and keep the same up date. He should also check these registers at regular intervals.
- (5) To allocate every work of the section to the staff in the establishment section and to maintain an updated distribution list of work amongst the dealing hands in the section.
- (6) To ensure punctuality in attendance in the section and to advise the staff on matters of conduct and discipline.
- (7) To see that the section is kept neat and tidy and that the files, papers etc; are arranged in an orderly manner and the recorded files are sent to the record room; and that ephemeral record is periodically destroyed.
- (8) To ensure that the dealing hands maintain their Assistant's Diaries regularly and note the particulars of initial submission of cases and also record final disposal of receipts at appropriate stage of final disposal of the cases. He is also required to see that the interim processing of receipts leading to collection/compilation of data/information is not marked as final disposal in the Assistant Diaries.

4. Superintendent Grade-II

The Superintendents Grade-II working in the Stationery, Printing and Store Branches normally supervise the work of a Section or Call independently and submit the cases directly to the Middle level officers and such their duties, responsibilities and functions are the same as indicated for Superintendent Grade-I, excepting that they can not dispose off any matter at their level and all communications to be sent out, are to issue under the signature of Middle-Level Officer.

5. Sr. Assistant

The Senior Assistants who deal with receipts and submit cases to the Section Officers or Superintendents. Depending upon urgency, need and public interest, the Assistants can be asked to undertake any job/assignment, but generally, the main duties, functions and responsibilities of the Assistants involve handling of the work relating to:-

- (1) Receipt, diary-dispatch, typing, record maintenance.
- (2) Opening and maintenance of files, referencing, dealing cases including noting and drafting, recording of files, maintenance and updating of various types of data, statistics and information and maintenance of various registers.
- (3) Acquisition, maintenance and up-keep of stores, stocks, stationery articles, account and registers.
- (4) Preparation of all type of bills such as pay, traveling, allowance, medical reimbursement, contingencies, contractors, supplies and advances etc. and handling of cash, maintenance of cash books and connected accounts/bills registers etc.

(5) Personnel/service/establishment matters, including recruitment and promotion rules, conditions of service, posting, transfers, maintenance of service books, index cards, service records, preparation of leave accounts, pension papers, disciplinary matters, personal files etc.

(6) Budget preparation including appropriation, re-appropriation, supplementary demands for grants, additional grants, contingency fund, all matters relating to Public Accounts Committee, Estimates Committee, audit paras, economy in expenditure etc.

6. JUNIOR ASSISTANTS /CLERKS

In different sections of the Administrative wing the Clerks/Jr. Assistants will have to perform all duties as prescribed for Assistants. This is because of the set up, quantum of work and the staffing pattern of these offices.

7. SENIOR SCALE STENOGRAPHER

(1) The incumbents of the post stands attached with Head of the Department for the work assigned from time to time.

(2) Dictation/Type work:

- (i) To take dictation in both English and Hindi stenography, to transcribe the same on English/Hindi typewriters/Computers and to present the transcribed dictation work to the Officer for approval and signature.
- (ii) To type demi-official letters, secret, confidential and important letters with enclosures, and to compare the same before submitting for signature of the Officer. and
- (iii) To do other type of work as and when assigned by the Officer.

(3) Attendance of telephones:

- (i) To ensure that the telephone installed in the office/residences of Officer are in working order and to lodge complaint and to pursue the same if there is any defect in any telephone.
- (ii) To attend to the office telephones courteously and politely and to connect the outside calls with the Officer keeping in view the engagement of the Officer and his directions.
- (iii) To keep always official directions updated and to maintain telephone numbers of concerned Ministers/Officers of the State Government.

(4) Maintenance of records:

- (i) To keep upto-date reference books such as administrative directions, Acts, Rules etc.
- (ii) To maintain the records of confidential reports concerning to the Class-III & IV categories of the department.
- (iii) To maintain the records of casual/compensatory leave account of the Officers and all the supervisory staff.

8. Addressographer

To operate the Addressographing Machine and prepare addresses of the subscribers of Giriraj weekly News paper and Himprasth monthly magazine.

9. Franking Machine Attendent

To operate the Franking Machine for dispatch of copies of Giriraj weekly News paper and Himprasth monthly magazine.

10. Paper Issuer

To issue all kind of printing papers and misc. stores to be consumed daily in the H.P. Govt. Press from Press store.

ACCOUNTS WING

11. Section Officer(F&A)

(1) To assist in framing of budget estimates of receipts and expenditure, scrutiny of proposals for New Expenditure and to ensure their factual submission to the Finance Department.

(2) To ensure that correct financial procedure are followed, expenditure and receipts are properly accounted for, financial powers are not abused and cannons financial propriety are strictly adhered to.

(3) To carry out internal check of appropriation/receipts of Department and to advise the department in financial matters.

(4) To assist in timely preparation of financial returns and statements and Performa accounts if any.

(5) To help in the disposal of important reference relating to finance and accounts.

(6) To advise the Head of Department in the matters of tenders for purchasing, outside printing works and agreements thereof.

(7) To assist in the disposal of Audit/ P.A.C. Paras.

(8) To help in the expeditious issue of financial sanctions.

(9) To keep watch on the recovery of loans and advances of the Department.

(10) To act as D.D.O. of the Department and to issue of salary slips.

(11) Scrutiny of rates, technical reports and acceptance letters etc. in case of purchase of stores/stocks.

(12) Physical verification of cash stocks during audit.

(13) Checking/giving advise on various kinds of bills/sanctions.

TECHNICAL WING**12. Deputy Controller**

- (1) Deputy Controller is the next senior most technical officer in the department.
- (2) Being Head of Office and technical officer he is to supervise all the technical and ministerial branches of the H.P.Govt. Press.
- (3) To ensure timely printing of all Govt./semi Govt. and other local bodies printing jobs.
- (4) To maintain inventory and inspection of supplies.
- (5) To advise on technical matters, optimum utilization of man power/machinery etc.

13. Assistant Controller(Printing)

- (1) To act as Branch Officer in the Letter Press wing of the H.P.Govt. Press.
- (2) Head of the supervisory staff of Technical side.
- (3) To provide technical assistance the Deputy Controller in technical work.
- (4) To maintain inventory and inspection of supplies.
- (5) To ensure timely printing of all Govt./semi Govt. and other local bodies printing jobs.
- (6) Optimum utilization of manpower/machinery etc.
- (7) Monitoring the progress of all technical branches.
- (8) Monitor the dispatch of printed material.
- (9) Monitor the bills of printed materials of all Govt./semi Govt. and other local bodies.

14. Assistant Controller (Ptg. Offset)

- (1) To act as branch officer in Offset wing.
- (2) To supervise the printing works of Offset wing.
- (3) Monitoring of progress and to tender technical advice.
- (4) To provide technical assistance to Deputy Controller.
- (5) Provide technical guidance to staff.
- (6) Monitor the dispatch of printed material.
- (7) Monitor the bills of printed materials of all Govt./semi Govt. and other local bodies.

15. General Foreman

- (1) To supervise the Printing, Composing, Binding, works.
- (2) knowledge of all kind of Printing material including chemicals and kind of paper with size.
- (3) To provide full technical directions on the work dockets besides tendering advice to senior officers.
- (4) Monitor the progress of all branches.

Composing Branch

S.No.	Category of post	Duties of incumbents working against the post
1	2	3
16.	Section Holder (Composing)	To supervise the Composing Section and regulate the assigned work to the staff under him besides preparing routine reports. To ensure execute the jobs in time and also maintain the progress register.
17.	Assistant. Section Holder (Composing)	To supervise the Composing Section and regulate the assigned work to the staff under him besides preparing routine reports. To ensure execute the jobs in time and also maintain the progress register.
18.	Compositor	To do all kind of composing in English & Hindi and prepare matter for printing.
19.	Distributor	To distribute the Hindi & English type in cases.
20.	Type Supplier	To assist the compositor & to supply the English & Hindi type and other material relating to composing work.
21.	Galley Proof Pressman	The incumbents of the post of Galley Proof Pressman are to draw proofs of all matters composed and caster by the compositors and mono casters respectively.

Printing Branch

22.	Section Holder (Printing)	To supervise the work of printing section. and to regulate the assigned work. To ensure execute the jobs in time and also maintain the progress register.
23.	Assistant Section Holder (Printing)	Supervising of Printing work maintenance of registers relating the printing work and to assist Section Holder of the branch. To ensure execute the jobs in time and also maintain the progress register.
24.	Sr. Machineman	To operate the platen & Automatic cylinder machines knowledge of four colour printing & numbering type height machines etc.
25.	Jr. Machineman	To operate the Platen & automatic printing machinery. Knowledge of four colour printing & type height numbering machine etc.
26.	Treadle Man	To operate the platen machines also knowledge of four colour Printing and type height numbering machines etc.
27.	Impositor	Do the imposing work in Letter Press Printing.
28.		Inker Give the help to letter press machines man for the operating of printing machines including oiling, cleaning etc.

Binding Branch

29.	Section Holder(Binding)	To supervise the work of binding branch, regulate the work assigned to the staff under his control. To ensure execute the jobs in time and also maintain the progress register.
30.	Asstt.Section Holder(Binding)	Supervising the Binding work, maintaining the registers relating the Binding section and to assist Section Holder of the branch.
31.	Ware House Operator	To operate all kind of Binding Machinery and also to keep the paper in order etc.
32.	Binder	To do all kind of Book Binding work.
33.	Press Duftry	To help the Binders in Book Binding work i.e. folding gathering wrapping etc.

Reading Branch

34.	Head Reader	To supervise Proof reading work and to co-ordinate with other sections of Printing and ensure to execute the work in time.
35.	Print Order Reader	To supervise the reading work and responsibilities of Print Orders and ensure to execute the work in time.
36.	Proof Reader	To do the proof reading of Composed Matter, suggest corrections etc.
37.	Reviser	To Revise and prepare pages for final Printing.
38.	Copy Holder	Copy holding with the Readers.

Mono Branch

39.	Section Holder (Mono)	To supervise the Mono Section and to regulate the work assigned to staff under his control. To ensure execute the jobs in time and also maintain the progress register.
40.	Mono Mechanic	The main function of the incumbent of the post of Mono Mechanic is to undertake repair and maintenance of all kinds of Mono Machinery installed in the Govt. Press such as Mono Casting Mono- Super Casting and Mono Key Board etc.
41.	Mono Operator	To operate the Mono Punching Machine.
42.	Mono Super Caster	To operate Mono Super Casting Machines.
43.	Mono Caster	To operate the Mono Casting Machine and assemble the matrices in English & Hindi.

Computing Branch

44.	Section Holder (Computing)	To supervise the work of Computers and work out the cost of printed jobs, to monitor the budget of departments and also maintain registers.
45.	Computer (Composing)	To compute the work of compositors, distributors according to fixed norms and work out the cost of executed jobs.
46.	Computer (Printing)	To work out daily progress of Printing Staff and Cost of Printing Jobs.
47.	Computer (Binding)	To work out daily progress as per fixed norms of the workers of Binding branch. Fixing the cost of the executed jobs.

Offset Branch

48.	Overseer Offset	To supervise the whole work of Offset Branch and regulate the jobs assigned to the staff. To ensure the timely printing of jobs and also maintain the registers.
49.	Offset Operator	To operate sheet fed & web Offset machines, four colour printing and full responsibility to maintain offset machines.
50.	Camera Operator	To do all kinds of camera work and preparation of material for Offset Printing.
51.	Litho Artist	Work in Art room four colour pasting work, page imposing & Graphic Art work.
52.	Feederman Offset	Give help to Offset Operators for the operating of Offset Machine in all kind of work.
53.	Fly Boy	Duty on delivery side of Offset Machine including cleaning, oiling and roller washing and helping the machine operators.
54.	Developer	Developing the Offset camera films & full help to camera operator.
55.	Dark Room Attendant	Loading/unloading of film in Offset Camera and maintenance of Dark Room equipments and helping the camera operator etc.
56.	Typist Electronic Typewriter	To operate the Electronic Type Setter and do the type setting work.
57.	Plate Maker	To make plates for the offset printing machine, exposing & developing of plates single colour to four colours P.S. negative & positive etc.
58.	Makeup Man	Negative pasting imposing etc. for offset printing.
59.	Photo Type Setter Operator	To do all type of type setting and formatting works of different kinds of jobs on computers executing in the Offset Section.

Workshop Branch

60.	Mechanic Press	To undertake repair and maintenance of all kinds of Printing and Binding Machines.
61.	Mechanic Electrical	To repair all kind of Electrical & Electronic equipment's and checking of power supply for machines.
62.	Carpenter	Carpentry work related to Press branches.

Miscellaneous Wing

63.	Driver	<ol style="list-style-type: none"> (1) He is the guardian of vehicle and responsible for upkeep of the vehicle attached with him. (2) He will be alert through out the duty and perform his duty diligently and with vigilance. (3) He will wash his vehicle daily in the morning and keep it ready for journey. (4) He will ensure that in case of a mechanical defect, the Officer Incharge is intimated timely and remedial measures taken. (5) He will not make any unauthorized movement of the vehicle. (6) He will remain on duty till relieved by the officer and follow the instructions of the officer using the vehicle. (7) He will maintain the Log Book of the vehicle every day and maintain its repair book. (8) He will be responsible to keep all the documents relating to the vehicle and his driving license with him all the time. (9) He shall be available for duty when ever called any time during the day/night. (10) Any other duty assigned by the Head of Office/ H.O.D.
64.	Bus Conductor	To perform the duties of conductor of the departmental Bus or any other duty assigned by the office.

Class-IV Wing

65.	Office Duftry	<ol style="list-style-type: none"> (1) To mend, trim, stitch, bind etc; old records, files etc. in Record room and in the sections. (2) To paste correction slips in the official reference books of various officers and those of the branches/sections. (3) To affix service postage stamps on envelopes, maintain their accounts, prepare envelopes/packets and parcels, dispatch dak and telegrams and help the dispatcher in the circulation of all printed matter etc. (4) To sort-out and properly keep the record in the record section.
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66.	Duplicating Machine Operator	(1) To operate the Gestetner/Photostat Machine and make out desired number of copies. (2) To maintain proper account in a register with requisition slips for paper used and consumption of ink/toner etc.
67.	Packer	Packing and supplying of Consignments of stationery articles and printed materials from the different stores of the department.
68.	Peon	(1) He will be on duty half an hour before the working hours of the office in which he works and leave half an hour after the office hours. (2) To carry and deliver dak within and outside the office (maximum weight to be carried outside the office not to exceed 10 Kg.). (3) To ensure the cleanliness and general up-keep of the section/office where posted and of the furniture, fixture and equipment. (4) He will attend to the telephone calls when the officer is not in his seat. (5) To perform miscellaneous and odd jobs for officers/officials. (6) To attend to officers at Headquarter and while on tour. (7) To attend to any other work that may be assigned by the Head of the Office.
69.	Chowkidar	(1) To keep watch and ward during and after office hours. (2) To take precautionary measures relating to prevention of fire and damage to Government property.
70.	Mali	To perform the duties of a Mali such as preparation and maintenance of flower beds and flower pots, for beautifying office compound and corridors, etc.
71.	Sweeper	(1) To sweep, clean and mop the room, corridors, verandahs and compound; (2) To clean the lavatories, urinals, baths, wash basins etc. daily and properly; (3) To light the stoves/angithies and to perform the allies work relating to this job; and (4) To collect and dispose of all waste in the office.
72.	Metal Melter	To melt the old Type of Mono Machines in remelting furnace.
73.	Mono Machine Attendant	Helper of Mono Type & Casting Machines.
74.	Binding Machine Attendant	Binding machines attendant with the duty of Ware House Operators etc.
75.	Forme Carrier	The forme carriers are deployed in composing section. The forme carrier is required to carry the forme of the composed matters firstly to the G.P.P. man for getting out the proofs of the composed matter and thereafter to machine room for final printing.

76.	Forme Washer	The forme Washers are required to perform their duties in the printing section/machine room. They wash the forme of the composed matters for better results in printing.
77.	Press Mazdoor	The Press Mazdoors are deployed in various sections of the Press and their duties are to carry printing paper, inks and other allied press material from different stores of the department and to do all labour work in the Press.

Performance Indicators of Offset Branch

Sl. No.	Name of Machine	Impression per hour		drying & cleaning	Roller washing	Plate Change	Reel loading	Remarks
		Running	Numbering					
1.	Offset Printing Machine P.O. 25	3,500	2,625	30 Minutes	15 Minutes	30 Minutes	-----	
2.	Offset Printing Machine RO-62 (I)	10,000	7,500	1 Hour	15 Minutes	30 Minutes	15 Minutes	
3.	Offset Printing Machine RO-62 (II)				Per Unit		Per Reel	
4.	Offset Printing Machine H.M.T. 231	3,500	2,625	30 Minutes	1 Hour	30 Minutes	-----	
					Both Units		Per Unit	
5.	Offset Printing Machine H.M.T. 125	3,500	2,625	30 Minutes	30 Minutes	30 Minutes	-----	
6.	Offset Printing Machine H.M.T. R-36	3,500	2,625	30 Minutes	30 Minutes	30 Minutes	-----	
7.	Offset Printing Machine P.O. 36 (I)	3,500	2,625	30 Minutes	30 Minutes	30 Minutes	-----	
8.	Offset Printing Machine P.O. 36 (II)							
9.	Gestetner Machine (I)	2,200	-----	30 Minutes	-----	10 Minutes	-----	
10.	Gestetner Machine (II)							
11.	Duplo Machine (I)							
12.	Duplo Machine (II)							
13.	Offset Printing Machine H.M.T. 125	3,500	2,625	30 Minutes	30 Minutes	30 Minutes	-----	

Sl. No.	Name of Machine	Impression of Per hour with one Worker	Impression of Per hour with Two Worker	Numbering Per Worker	Numbering Two Workers	D.O. Pads colour	Book Work	Job Work	Make ready	Oiling & cleaning minutes
1.	Tradle Machine No.2	750	1,100	600	880	50% Less of fixed Progress	10% Less of fixed Progress	20% Less of fixed Progress	30 Minutes	15 Minutes
2.	Tradle Machine No.7	900	1,200	720	960	50% Less of fixed Progress	10% Less of fixed Progress	20% Less of fixed Progress	30 Minutes	15 Minutes
3.	Tradle Machine No.13	900	1,200	720	960	50% Less of fixed Progress	10% Less of fixed Progress	20% Less of fixed Progress	30 Minutes	15 Minutes
4.	Tradle Machine No.14	800	1,100	640	880	50% Less of fixed Progress	10% Less of fixed Progress	20% Less of fixed Progress	30 Minutes	15 Minutes
5.	Tradle Machine No.15	700	1,000	560	800	50% Less of fixed Progress	10% Less of fixed Progress	20% Less of fixed Progress	30 Minutes	15 Minutes
6. 7.	OM-I OM-II	----	1,600	---	1,280	50% Less of fixed Progress	10% Less of fixed Progress	20% Less of fixed Progress	1 Hour	30 Minutes
8.	Cylinder Machine No. 16	----	1,000	---	800	50% Less of fixed Progress	10% Less of fixed Progress	20% Less of fixed Progress	1 Hour	30 Minutes
9. 10. 11. 12. 13.	HMT Letter Press M/c. No.1 HMT Letter Press M/c. No.2 HMT Letter Press M/c. No.4 HMT Letter Press M/c. No.5 HMT Letter Press M/c. No.6	-----	2,000	---	1,600	50% Less of fixed Progress	10% Less of fixed Progress	20% Less of fixed Progress	1 Hour	30 Minutes

Performance Indicators of Binding Branch

Sl. No.	Name of Process	Progress per hour	Remarks
1.	(a) Dressing and Counting (All sizes) (b) Only counting (All sizes)	40 Reams per hour	
2.	<u>Section-Folding :</u> (i) One fold 17X27/2 to 17X27/4 in section of ten leaves after counting & separating the sheets (ii) Folding (Forms) one fold with checking (iii) Two folds (separate sheets) (iv) Three folds (separate sheets)	1,500 sheets per hour 1,000 Per hour 600 Per hour 400 Per hour	
3.	(i) Folding and Automatic Folding machine (ii) Folding on handfed folding machine	14,000 sheets per day 1 WHMO & 1 L Binder 10,000 sheets per day 1 WHMO & 1 L Binder	
(Time for setting the machine for folds, when necessary to be allowed by the G.F.M./Manager)			
4.	(i) Gathering by hand collating (Size 17X27/2, 20X26/2, 20X30/2) (ii) Gathering by hand in (Size 17X27/4, 20X26/4, 20X30/4) (iii) Gathering by hand (Duplicating work) (iv) Book pages in sections (gathering)	800 sheets per hour 1,000 sheets per hour with checking 800 sheets per hour with checking 868 sections per hour	
5.	<u>Wire Stitching :</u> (i) Wire stitching side on single head (ii) Wire stitch a side and centre on double head	1,000 pins per hour with holder in (with dressing) Centre stitch both cases. 1,500 pins per hour with cover. Two times of (a) X with holder above in both cases.	
6.	<u>2 Nos. New Stitching</u> (i) Wire Stitching Book/Jobs per 100 (ii) Wire Stitching Book/Jobs per 200 (iii) Wire Stitching Book/Jobs per 300 (iv) Wire Stitching Book/Jobs per 400 (v) Wire Stitching Book/Jobs per 500	1000 pins per hour 1000 pins per hour and 20 minutes 1000 pins per hour and 40 minutes 1000 pins per Two hour 1000 pins per Two hour and 20 minutes	

	<p><u>Note : Progress presently prescribed/fixed in respect of Binding section is hereby revised/changed under:</u></p> <p>10% reduction increase is allowed in centre stitching and side stitching respectively vide Office order No. P&S 80/84 (Estt.)-19825, dated 7-11-2001.</p>	
6.	<p><u>Stitching with thread (by hand sewing)</u> <u>per 100 copies</u></p> <p>(i) Foolscap (folio, quoto and octoro) (all sizes)</p> <p>(ii) Demy and Medium, Super Royal and D. Foolscap(folio to Octoro)</p> <p>(Super Royal, as stated above)</p> <p>(iii) Books sewing by hand</p>	<p>27 Registers per hour</p> <p>17X27/2, 20X26/2, 20X30/2 10 sections each registers</p> <p>4 Register per hour</p> <p>7 Register per hour of 5 sections each. 17X27/4, 20X26/4, 20X30/4= 10 sections each 5 registers per hour</p> <p>7 register per hour of 5 sections 54 Sections per hour</p>
7.	Sewing by Machine	<p>267 Sections per hour (single hand)</p> <p>400 Sections per hour (with helper)</p>
8.	Picture Insertions also	467 per hour
9.	<p>(i) Cover pasting (with gluing where necessary)</p> <p>(ii) Sheets and pages pasting</p> <p>(iii) Book cover pasting (with folding of covers)</p> <p>(iv) Back Patti pasting (cover paper)</p> <p>(v) Back Patti pasting (Cloth)</p>	<p>67 Registers per hour</p> <p>200 Registers per hour</p> <p>80 Registers per hour</p> <p>107 Registers per hour</p> <p>80 Registers per hour</p>
10.	<p><u>Stiff Binding with straw board side cloth back with fly leave and sidesn:</u></p> <p>(i) 17X27/4 Registers of 200 leaves</p> <p>(ii) 17X27/2 Registers of 200 leaves</p>	<p>11 Registers per hour</p> <p>8 Registers per hour</p>
11.	<p><u>Envelope making :</u></p> <p>(i) S.E. 5</p> <p>(ii) S.E. 5A</p> <p>(iii) S.E. 7</p> <p>(iv) S.E. 7A</p>	<p>800 in 7½ hours</p> <p>400 in 7½ hours</p> <p>600 in 7½ hours</p> <p>300 in 7½ hours</p>
12.	<p><u>Dis. Ruling on machine :</u></p> <p>(i) 43X69/2, 51X66/2, 51X76/2</p> <p>(ii) 43X69, 51X66, 51X76</p>	<p>Time for setting the Discs. be allowed extra by the G.F.M.</p> <p>2,000 Per hour</p>

		1,500 Per hour	
13.	<u>Hand Numbering:</u>		
	(i) Loose sheets	2,000 Per hour	
	(ii) After Binding	1,500 Per hour	
14.	Perforating	1,000 impressions per hour (5 sheets each)	
15.	Wrapper pasting of (Pub./Gaz/Girigaj)	134 Copies per hour	
16.	(i) Cover setting side striking (both side)	134 Registers per hour	
	(ii) For Centre striking with folding of cover	200 Registers per hour	
	(iii) Books cover inner side	267 Books per hour	
17.	(i) No. taking of Numbering job	134 Books per hour	
	(ii) No. sorting, setting & packing	107 Books per hour	
18.	Greeting Cards, Photo Pasting & folding	53 cards complete per hour	
19.	Giriraj	1250 copies in 7½ hours (with folding & gathering of twelve pages)	
20.	Sulby Machine	Progress not fixed	

Performance Indicators of Mono Branch

Sl. No.	Name of Machine	Time of Cleaning	Type point	Punching	Casting	Remark
1.	Machine Keyboard					
	(a) English	1 Hour Per Week	8 Point to 12 point.	6,000 ens per hour	-----	
	(b) Hindi		12 Point	4,000 ens per hour		
2.	<u>Castors :</u>					
	(a) English	1 Hour Per Week	8 Point to 12 point.	-----	6,000 ens per hour	
	(b) Hindi		12 Point		5,000 ens per hour	
			14 and 16 Point Hindi		3,500 ens per hour	
3.	<u>asting:</u>	-----		-----		
	(a) English		8-12 Points.		3 Kg. Per hour	
	(b) Hindi		12-16 Points.		2 Kg. Per hour	
4.	Lead and Rules	-----	2 and 3 Points.	-----	8 Kg. Per hour	

Performance Indicators of Hand Composing Branch

Sl. No.	Type		Senior Compositor	Remarks		
1.	English, common matter (8 point to 12 point solid)		(900 corrected ens per hour)	-----		
2.	Hindi (10 point to 12 point solid leaded)		(900 corrected ens per hour)	-----		
3.	Hindi (10 point to 12 point solid leaded)		(900 corrected ens per hour)			
Note:	(1) Corrected ens means all corrections except those made by the author. (2) No deductions be made on acco of normal blanks common matte. (3) Ens in common matter to be calculated by gauging. If lead are inserted ens to be calculated by counting lines. Time for leading be allowed at 3 leads per minute. (4) Statement work to be calculated by gauging the dimensions of the set-up matter Extravagant blanks, if any be deducted					
4.	Folio Lines	Folio lines which contain other matter also and the blanks lines under it to be treated as common matter.				
5.	Foot-notes	Ens to be calculated by counting lines.				
6.	Side-notes	Two minutes per lines.				
7.	Cut-in-notes	Two minutes per line and two minute extra for justifying each note.				
8.	Insertion	Three minutes per insertion including composing time.				
9.	Lead out	Three leads per minutes.				
10.	Time to be allowed for make up of common matters :-					
	Size 1.	Without side notes 2. Minutes	Without side notes 3. Minutes	With double side note 4. Minutes	With margining note 5. Minutes	
(a)	Foolscap 8vo and demy 16 mo	4	6	8	6	
(b)	Foolscap 4 to and 8vo	5	7	9	8	
(c)	Medium Royal and S. Royal 8vo	5	8	10	8	
(d)	Demy 4 to and imperial 8vo	7	9	11	9	

ENGLISH = 900 ENS PER HOUR

HINDI = 750 ENS PER HOUR

10E	=	9¼	HINDI		9 SET	10/12		12E	8½	=	8E
20	=	24½	22	=	29X2	26	=	31	22X2	=	32
22	=	27X2	24	=	32	44	=	52	52	=	75
26	=	32	11	=	15	34	=	40	36	=	52
28	=	34½	12	=	16	36	=	43	28	=	41
36	=	44	10	=	14	20	=	24	32	=	46
40	=	49	14	=	18	36	=	43	46	=	67
42	=	51	28	=	37	20	=	24	42	=	61
44	=	54	36	=	48	36	=	43	30	=	43
46	=	57	40	=	53	46	=	55	26	=	38
60	=	75	42	=	56	30	=	36	16	=	23
52	=	64	44	=	59	40	=	48	9	=	13
32	=	39	46	=	62	42	=	50	18	=	26
48	=	60	13	=	17	28	=	33½	14	=	20
50	=	62	26	=	34½	32	=	38	44	=	64
14	=	17	30	=	40	22	=	26	40	=	58
24	=	29½	27	=	36	24	=	29	4	=	6
34	=	42	32	=	43	50	=	65	48	=	70
30	=	37	18	=	24	56	=	67	60	=	86
38	=	47	20	=	27				72	=	108
72	=	88	38	=	50				34	=	50
62	=	76	34	=	45				75	=	111
56	=	69	52	=	69½				88	=	128
18	=	22	58	=	77						
66	=	80	62	=	80						
108	=	134	48	=	64						
72	=	112	72	=	96						
70	=	84	50	=	67						
			86	=	115						
			108	=	142						
			60	=	78						
			92	=	123						
			80	=	108						
			112	=	148						
			15	=	20						
			54	=	71						
			70	=	94						
			75	=	100						
			33	=	44						

उद्योग विभाग**अधिसूचना**

शिमला-2, 11 जून, 2010

संख्या: इण्ड-II(बी)2-1/2009.—हिमाचल प्रदेश की राज्यपाल, भारत के संविधान के अनुच्छेद-309 के परन्तुक द्वारा प्रदत्त शक्तियों का प्रयोग करते हुए, हिमाचल प्रदेश उद्योग विभाग में खनन रक्षक, (वर्ग-IV) (अराजपत्रित) के पद के लिए इस अधिसूचना से संलग्न उपाबन्ध-‘क’ के अनुसार भर्ती और प्रोन्नति नियम बनाती हैं, अर्थात्:—

1. **संक्षिप्त नाम और प्रारम्भ.**—(i) इन नियमों का संक्षिप्त नाम हिमाचल प्रदेश उद्योग विभाग खनन रक्षक, वर्ग-IV (अराजपत्रित) भर्ती और प्रोन्नति नियम, 2010 है।

(ii) ये नियम राजपत्र, हिमाचल प्रदेश में प्रकाशित किए जाने की तारीख से प्रवृत्त होंगे।

2. **निरसन और व्यावृत्तियां.**—(i) इस विभाग की अधिसूचना संख्या : उद्योग-II (ख) 2-8/96 तारीख 19-11-1997 द्वारा अधिसूचित हिमाचल प्रदेश उद्योग विभाग, खनन रक्षक, वर्ग-IV (अराजपत्रित) भर्ती और प्रोन्नति नियम, 1997 का एतद्वारा निरसन किया जाता है।

(ii) ऐसे निरसन के होते हुए भी उपर्युक्त उप नियम (i) के अधीन इस प्रकार निरसित नियमों के अधीन की गई कोई नियुक्ति, बात या कार्रवाई इन नियमों के उपबन्धों के अधीन विधिमान्य रूप में की गई समझी जाएगी।

आदेश द्वारा,
हस्ता०/—
प्रधान सचिव (उद्योग)।

उपाबन्ध-‘क’

उद्योग विभाग, हिमाचल प्रदेश में खनन रक्षक वर्ग-IV (अराजपत्रित) (नियमित/संविदा) के पद के लिए भर्ती और प्रोन्नति नियम

1. **पद का नाम.**—खनन रक्षक।

2. **पदों की संख्या.**—72 (बहुत्तर)।

3. **वर्गीकरण.**—वर्ग-IV (अराजपत्रित)।

4. **वेतनमान :**

(i) **नियमति पदधारियों के लिये वेतनमान.**— (i) रुपये 4900-10680 + 1300 ग्रेड पे।

(ii) **संविदा पर नियुक्त कर्मचारियों के लिये उपलब्धियां.**—(ii) कालम 15-क में दिये गये विवरणानुसार।

5. चयन पद अथवा अचयन.—पद लागू नहीं ।**6. सीधी भर्ती के लिए आयु.—** 18 से 45 वर्ष ।

परन्तु सीधे भर्ती किये जाने वाले व्यक्तियों के लिए उपरी आयु सीमा तदर्थ या संविदा के आधार पर नियुक्त किए गए व्यक्तियों सहित पहले से सरकार की सेवा में रत अभ्यर्थियों को लागू नहीं होगी ।

परन्तु यह और कि यदि तदर्थ या संविदा के आधार पर नियुक्त किया गया अभ्यर्थी इस रूप में नियुक्ति की तारीख को अधिक आयु का हो गया हो, तो वह तदर्थ या संविदा के आधार पर, नियुक्ति के कारण विहित आयु में छूट के लिए पात्र नहीं होगा :

परन्तु यह और कि अनुसूचित जातियों/अनुसूचित जनजातियों /अन्य वर्गों के व्यक्तियों के लिए ऊपरी आयु सीमा में उतनी ही छूट दी जा सकेगी जितनी कि हिमाचल प्रदेश सरकार के साधारण या विशेष आदेशों के अधीन अनुज्ञेय है :

परन्तु यह और भी कि पब्लिक सैक्टर, निगमों तथा स्वायत्त निकायों के सभी कर्मचारियों को, जो ऐसे पब्लिक सैक्टर, निगमों तथा स्वायत्त निकायों के प्रारम्भिक गठन के समय ऐसे पब्लिक सैक्टर, निगमों/स्वायत्त निकायों में आमेदन से पूर्व सरकारी कर्मचारी थे, सीधी भर्ती में आयु की सीमा में ऐसी ही रियायत दी जाएगी जैसी सरकारी कर्मचारियों को अनुज्ञेय है, किन्तु इस प्रकार की रियायत पब्लिक सैक्टर निगमों तथा स्वायत्त निकायों के ऐसे कर्मचारी वृन्द को नहीं दी जाएगी जो पश्चातवर्ती ऐसे पब्लिक सैक्टर निगमों/स्वायत्त निकायों द्वारा नियुक्त किए गए थे/किए गए हैं और उन पब्लिक सैक्टर निगमों/स्वायत्त निकायों के प्रारम्भिक गठन के पश्चात ऐसे निगमों/स्वायत्त निकायों की सेवा में अन्तिम रूप से आमेदिलत किए गए हैं/किए गए थे ।

(1) सीधी भर्ती के लिए आयु सीमा की गणना, उस वर्ष के प्रथम दिवस से की जाएगी जिसमें पद (पदों) को आवेदन आमंत्रित करने के लिए यथास्थिति, विज्ञापित किया गया है या नियोजनालयों को अधिसूचित किया है ।

(2) अन्यथा सुअर्हित अभ्यर्थियों की दशा में सीधी भर्ती के लिए आयु सीमा और अनुभव हिमाचल प्रदेश लोक सेवा आयोग आयोग के विवेकानुसार शिथिल की जा सकेगी :

परन्तु यह और कि पूर्ववर्ती पैरों में निर्दिष्ट उपबन्ध संविदा पर नियुक्त व्यक्ति की दशा में लागू नहीं होंगे ।

7. सीधे भर्ती किए जाने वाले व्यक्तियों के लिए अपेक्षित न्यूनतम शैक्षिक और अन्य अर्हताएं.—
(क) **अनिवार्य अर्हता.**—किसी मान्यता प्राप्त स्कूल शिक्षा बोर्ड /विश्वविद्यालय से दसवीं पास या इसके समतुल्य हों ।

(ख) **वांछनीय अर्हताएं.**—हिमाचल प्रदेश की रुढ़ियों, रीतियों और बोलियों का ज्ञान और प्रदेश में विद्यमान विशिष्ट दशाओं में नियुक्ति के लिए उपयुक्तता ।

8. सीधी भर्ती किए जाने वाले व्यक्तियों के लिए विहित आयु और शैक्षणिक अर्हताएं प्रोन्नत व्यक्तियों की दशा में लागू होगी या नहीं :

आयु.—लागू नहीं ।

शैक्षिक अर्हता.—लागू नहीं ।

9. परीक्षा की अवधि, यदि कोई हो.—दो वर्ष, जिसका एक वर्ष से अनधिक ऐसी और अवधि के लिए विस्तार किया जा सकेगा जैसा सक्षम अधिकारी विशेष परिस्थितियों में और लिखित कारणों से आदेश दें ।

10. भर्ती की पद्धति : भर्ती सीधी होगी या प्रोन्नति, सैकेण्डमेंन्ट आधार पर स्थानान्तरण द्वारा और विभिन्न पद्धतियों द्वारा भरी जाने वाले पद (पदों) की प्रतिशतता.—(1) यथास्थिति, साठ प्रतिशत सीधी भर्ती द्वारा नियमित आधार पर अथवा संविदा के आधार पर भर्ती द्वारा । संविदा पर नियुक्त कर्मचारी स्तम्भ 15 में दी गई उपलब्धियां प्राप्त करेंगे और उक्त स्तम्भ में यथाविनिर्दिष्ट सेवा शर्तों द्वारा विनियमित होंगे ।

(2) चालीस प्रतिशत स्थानान्तरण द्वारा ।

11. प्रोन्नति, प्रतिनियुक्ति, स्थानान्तरण की दशा में श्रेणियों (ग्रेड) जिनसे प्रोन्नति/प्रतिनियुक्ति/स्थानान्तरण किया जाएगा.—विभाग में दसवीं की अर्हता रखने वाले चपरासी और चौकीदार के पद पर कार्यरत पदधारियों में से जिनका पांच वर्ष का नियमित सेवाकाल या ग्रेड में की गई लगातार तदर्थ सेवा को सम्मिलित करके पांच वर्ष का नियमित सेवाकाल हो, स्थानान्तरण द्वारा ।

स्थानान्तरण के प्रयोजन के लिये पात्र चपरासी और चौकीदारों की, उनके सेवा काल के आधार पर उनकी संवर्गवार पारस्परिक वरिष्ठता को छोड़े बिना एक संयुक्त वरिष्ठता सूची तैयार की जाएगी ।

12. यदि विभागीय प्रोन्नति समिति विद्यमान हो, तो उसकी संरचना.—लागू नहीं ।

13. भर्ती करने में, जिन परिस्थितियों में हिमाचल प्रदेश लोक सेवा आयोग से परामर्श किया जाएगा.—लागू नहीं ।

14. सीधी भर्ती किए के लिये अनिवार्य अपेक्षा.—किसी सेवा या पद पर नियुक्ति के लिए अभ्यर्थी का भारत का नागरिक होना अनिवार्य है ।

15. सीधी भर्ती द्वारा पद पर नियुक्ति के लिए चयन.—सीधी भर्ती के मामले में पद पर नियुक्ति के लिए चयन मौखिक परीक्षा के आधार पर किया जायेगा और यदि, ऐसा करना आवश्यक या समीचीन समझे, तो लिखित परीक्षा या व्यवहारिक परीक्षा के आधार पर किया जाएगा जिसका स्तर/पाठ्यक्रम, इत्यादि, यथास्थिति, भर्ती प्राधिकरण द्वारा अवधारित किया जाएगा ।

15-क संविदात्मक नियुक्ति द्वारा पद पर नियुक्ति के लिए चयन.—इन नियमों में किसी बात के होते हुये भी संविदा नियुक्तियों नीचे दिये निबन्धनों और शर्तों के अधीन की जायेगी :—

(I) संकल्पना.—(क) इस पॉलिसी के अधीन उद्योग विभाग हिमाचल प्रदेश में खनन रक्षक को संविदा के आधार पर प्रारम्भ में एक वर्ष के लिए लगाया जाएगा जिसे वर्षानुवर्ष आधार पर बढ़ाया जा सकेगा ।

(ख) पद का हिमाचल प्रदेश लोक सेवा आयोग/हिमाचल प्रदेश अधीनस्थ सेवायें चयन बोर्ड के कार्यक्षेत्र में न आना.—निदेशक उद्योग हिमाचल प्रदेश रिक्त पदों को संविदा के आधार पर भरने के लिये सरकार का अनुमोदन प्राप्त करने के पश्चात् रिक्त पदों के ब्यौरे, कम से कम दो अग्रणी समाचार पत्रों में विज्ञापित करवायेगा और इन नियमों में यथा विहित अर्हताओं और अन्य पात्रता शर्त रखने वाले अभ्यर्थियों से आवेदन पत्र आमंत्रित करेगा ।

(ग) चयन इन नियमों में विहित पात्रता शर्तों के अनुसार किया जायेगा ।

(II) संविदात्मक उपलब्धियां.—संविदा के आधार पर नियुक्त खनन रक्षक को 6200/—रुपये की समेकित नियत संविदात्मक रकम (जो वेतनमान के प्रारम्भिक पे—बैंड जमा ग्रेड पे के बराबर होगी) प्रतिमास संदत्त की जायेगी । यदि संविदा में एक वर्ष से अधिक की बढ़ौतरी की जाती है तो पश्चातवर्ती वर्ष (वर्षों) के लिए संविदात्मक उपलब्धियों में 186/—रु0 की रकम (जो कि प्रारम्भिक पे—बैंड व ग्रेड—पे, में वार्षिक वेतन वृद्धि के बराबर) वार्षिक वेतन वृद्धि के रूप में अनुज्ञात की जायेगी ।

(III) नियुक्ति/अनुशासन प्राधिकारी.—निदेशक, उद्योग, हिमाचल प्रदेश नियुक्ति और अनुशासन प्राधिकारी होगा ।

(IV) चयन प्रक्रिया.—संविदा नियुक्ति की दशा में पद पर नियुक्ति के लिये चयन मौखिक परीक्षा के आधार पर किया जायेगा या यदि आवश्यक या समीचीन समझा जाये तो लिखित परीक्षा के आधार पर किया जायेगा जिसका स्तर/पाठ्यक्रम इत्यादि सम्बन्ध भर्ती अभिकरण द्वारा अर्थात् निदेशक, उद्योग द्वारा अवधारित किया जायेगा ।

(V) संविदात्मक खनन रक्षक के संविदात्मक चयन के लिये समिति.—जैसी सम्बन्ध प्राधिकारी अर्थात् निदेशक, उद्योग द्वारा समय-समय पर गठित की जाये ।

(Vi) करार.—अभ्यर्थी को चयन के पश्चात् इन नियमों से संलग्न उपाबन्ध 'ख' के अनुसार करार हस्ताक्षरित करना होगा ।

निबंधन और शर्तें.—(क) संविदा के आधार पर नियुक्त खनन रक्षक को 6200/—रुपये की समंकित नियत संविदात्मक रकम (जो वेतनमान के प्रारम्भिक पे-बैंड जमा ग्रेड पे के बराबर होगी) प्रतिमास संदत्त की जायेगी । संविदा पर नियुक्त व्यक्ति आगे बढ़ाये गये वर्षों के लिये संविदात्मक रकम में 186/—रुपये (पद के वेतनमान के न्यूनतम / प्रारम्भिक पे-बैंड जमा ग्रेड पे में वार्षिक वृद्धि के बराबर) की वृद्धि का हकदार होगा और कोई अन्य सहबद्ध प्रसुविधाएं जैसे कि वरिष्ठ/चयन वेतनमान इत्यादि नहीं दिया जायेगा ।

(ख) संविदा पर नियुक्त व्यक्ति की सेवा पूर्णतया अस्थायी आधार पर होगी । यदि संविदा पर नियुक्त व्यक्ति का कार्य/आचरण ठीक नहीं पाया जाता है तो नियुक्ति समाप्त किये जाने के लिए दायी होगी ।

(ग) संविदा पर नियुक्त खनन रक्षक एक मास की सेवा पूरी करने के पश्चात एक दिन के आकस्मिक अवकाश का हकदार होगा । यह अवकाश एक वर्ष तक संचित किया जा सकेगा । संविदा पर नियुक्त व्यक्ति को किसी भी प्रकार का अन्य कोई अवकाश अनुज्ञात नहीं होगा । वह चिकित्सा प्रतिपूर्ति और एल0टी0सी0 इत्यादि के लिए भी हकदार नहीं होगा/होगी । केवल प्रसूति अवकाश नियमानुसार दिया जायेगा ।

(घ) नियन्त्रक अधिकारी के अनुमोदन के बिना सेवा से अनाधिकृत अनुपस्थिति से स्वतः ही संविदा का पर्यावसान (समापन) हो जायेगा । संविदा पर नियुक्त व्यक्ति कर्तव्य (ड्युटी) से अनुपस्थिति की अवधि के लिये, संविदात्मक रकम का हकदार नहीं होगा ।

(ङ) संविदा आधार पर नियुक्त व्यक्ति एक स्थान पर पांच वर्ष का सेवाकाल पूर्ण करने के पश्चात् जहां पर आवश्यकता समझी जाये, प्रशासनिक आधार पर स्थानान्तरण हेतु हकदार होगा ।

(च) चयनित अभ्यर्थी को सरकारी/रजिस्ट्रीकृत चिकित्सा व्यवसायी से अपना आरोग्य प्रमाण-पत्र प्रस्तुत करना होगा । बारह सप्ताह से अधिक की गर्भवती महिला अभ्यर्थी प्रसव होने तक, अस्थायी तौर पर अनुपयुक्त समझी जायेगी । महिला अभ्यर्थियों का किसी प्राधिकृत चिकित्सा अधिकारी/व्यवसायी द्वारा उपयुक्तता के लिए पुनः निरीक्षण किया जायेगा ।

(छ) संविदा आधार पर नियुक्त व्यक्ति को यदि अपने पदीय कर्तव्यों के सम्बन्ध में दौरे पर जाना अपेक्षित हो, तो वह उसी दर पर जैसी कि नियमित प्रतिस्थानी कर्मचारियों को वेतनमान के न्यूनतम पर लागू है, यात्रा भत्ते/दैनिक भत्ते का हकदार होगा /होगी ।

(ज) नियमित कर्मचारियों की दशा में यथा लागू सेवा नियमों के उपबन्ध जैसे कि एफ0आर0एस0आर0, छुट्टी नियम, साधारण भविष्य निधि, पेंशन नियम, अवकाश नियम, और आचरण नियम इत्यादि संविदा पर नियुक्त व्यक्तियों की दशा में लागू नहीं होंगे । वे इस स्तम्भ में उल्लिखित उपलब्धियों आदि के लिये हकदार होंगे ।

16. आरक्षण.— सेवा में नियुक्ति, हिमाचल प्रदेश सरकार द्वारा समय-समय पर अनुसूचित जातियों/ अनुसूचित जन जातियों/ अन्य पिछड़े वर्गों और अन्य प्रवर्ग के व्यक्तियों के लिए सेवाओं में आरक्षण की वावत जारी किए गए अनुदेशों के अधीन होगी ।

17. विभागीय परीक्षा.—लागू नहीं ।

18. शिथिल करने की शक्ति.—जहां राज्य सरकार की यह राय हो कि ऐसा करना आवश्यक या समीचीन है, वहां वह कारणों को लिखित में अभिलिखित करके इन नियमों के किन्हीं उपबन्धों को किसी वर्ग या व्यक्तियों के प्रवर्ग या पदों को वावत शिथिल कर सकेगी ।

उपाबन्ध—ख

खनन रक्षक (वर्ग-IV) (अराजपत्रित) और हिमाचल प्रदेश सरकार के मध्य निदेशक, उद्योग, हिमाचल प्रदेश के माध्यम से निष्पादित किये जाने वाले संविदा/करार का प्ररूप :

यह करार श्री/श्रीमति.....पुत्र/पुत्री श्री..... निवासी..... संविदा पर नियुक्त व्यक्ति (जिसे इसमें इसके पश्चात् 'प्रथम पक्षकार' कहा गया है), और हिमाचल प्रदेश की राज्यपाल, निदेशक, उद्योग, के माध्यम से (जिसे इसमें इसके पश्चात् 'द्वितीय पक्षकार' कहा गया है के मध्य आज तारीख.....को किया गया ।

'द्वितीय पक्षकार' ने उपरोक्त 'प्रथम पक्षकार' को लगाया है 'प्रथम पक्षकार' ने खनन रक्षक के रूप में संविदा के आधार पर निम्नलिखित निबन्धन और शर्तों पर सेवा करने के लिए सहमति दी है :-

1. यह कि 'प्रथम पक्षकार' खनन रक्षक के रूप में से प्रारम्भ होने और.....को समाप्त होने वाले दिन तक एक वर्ष की अवधि के लिए 'द्वितीय पक्षकार' की सेवा में रहेगा । यह विनिर्दिष्ट रूप से उल्लिखित किया गया है और दोनों पक्षकारों द्वारा करार पाया गया है कि प्रथम पक्षकार की द्वितीय पक्षकार के साथ संविदा, आखिरी कार्य दिवस को अर्थात्.....दिन को स्वयंमेव ही पर्यावसित (समाप्त) समझी जायेगी और सूचना नोटिस आवश्यक नहीं होगा ।
2. संविदा के आधार पर नियुक्त खनन रक्षक को 6200/-रुपये की समेकित नियत संविदात्मक रकम (जो वेतनमान के प्रारम्भिक पे-बैंड जमा ग्रेड पे के बराबर होगी) प्रतिमास संदत्त की जायेगी ।
3. प्रथम पक्षकार की सेवा पूर्णतया अस्थाई आधार पर होगी । यदि संविदा पर नियुक्त व्यक्ति का कार्य/आचरण ठीक नहीं पाया जाता है या यदि नियमित पदधारी उस के विरुद्ध नियुक्त /तैनात कर दिया जाता है जिसके लिये प्रथम पक्षकार को संविदा पर लगाया गया है तो नियुक्ति समाप्त (पर्यावसित) की जाने के लिए दायी होगी ।
4. संविदा पर नियुक्त खनन रक्षक एक मास की सेवा पूरी करने के पश्चात् एक दिन के आकस्मिक अवकाश का हकदार होगा यह अवकाश एक वर्ष तक संचित किया जा सकेगा । संविदा पर नियुक्त खनन रक्षक को किसी भी प्रकार का अन्य कोई अवकाश अनुज्ञात नहीं होगा । वह चिकित्सा प्रतिपूर्ति और एल0टी0सी0 इत्यादि के लिए भी हकदार नहीं होगा/होगी । केवल प्रसूती अवकाश नियमानुसार दिया जायेगा ।
5. नियन्त्रक अधिकारी के अनुमोदन के बिना, कर्त्तव्यों से अनाधिकृत अनुपस्थिति से स्वतः ही संविदा का पर्यावसान (समापन) हो जायेगा । संविदा पर नियुक्त खनि रक्षक का कर्त्तव्य (डियुटि)) से अनुपस्थिति की अवधि के लिये संविदात्मक रकम का हकदार नहीं होगा ।
6. संविदा पर नियुक्त व्यक्ति एक स्थान पर पांच वर्ष का सेवाकाल पूर्ण करने के पश्चात्, जहां पर आवश्यकता समझी जाये, प्रशासनिक आधार पर स्थानान्तरण हेतु हकदार होगा ।

7. चयनित अभ्यर्थी को सरकारी/रजिस्ट्रीकृत चिकित्सा व्यवसायी से अपना आरोग्य प्रमाण पत्र प्रस्तुत करना होगा। महिला अभ्यर्थियों की दशा में, बारह सप्ताह से अधिक की गर्भावस्था प्रसव होने तक, उसे अस्थाई तौर पर अनुपयुक्त बना देगी। महिला अभ्यर्थियों का किसी प्राधिकृत चिकित्सा अधिकारी/व्यवसायी द्वारा उपयुक्तता के लिए पुनः निरीक्षण किया जाना चाहिये।
8. संविदा पर नियुक्त व्यक्ति का यदि अपने पदीय कर्तव्यों के सम्बन्ध में उसका दौरे पर जाना अपेक्षित हो तो वह उसी दर पर, जैसा कि नियमित प्रतिस्थानी कर्मचारी को वेतनमान के न्यूनतम पर लागू है, यात्रा भत्ते/दैनिक भत्ते का हकदार होगा/होगी।
9. संविदात्मक नियुक्त व्यक्ति(यों) को कर्मचारी सामूहिक बीमा योजना के साथ-साथ ई0पी0एफ0/जी0पी0एफ0 भी लागू नहीं होगा।

इसके साक्ष्यस्वरूप प्रथम पक्षकार और द्वितीय पक्षकार ने साक्षियों की उपस्थिति में इसमें सर्वप्रथम उल्लिखित तारीख.....मास.....वर्ष.....को अपने अपने हस्ताक्षर कर दिये हैं।

गवाह की उपस्थिति में

1.
.....
.....
(नाम व पूरा पता)
2.
.....
.....
(नाम व पूरा पता)

(प्रथम पक्षकार के हस्ताक्षर)

गवाह की उपस्थिति में

1.
.....
.....
(नाम व पूरा पता)
2.
.....
.....
(नाम व पूरा पता)

(द्वितीय पक्षकार के हस्ताक्षर)

[Authoritative English text of this Department Notification No. Ind-II(B)2-1/2009 dated 11-06-10 as required under clause (3) of Article 348 of the Constitution of India].

INDUSTRIES DEPARTMENT

NOTIFICATION

Shimla-171002, the 11th June, 2010

No. Ind-II(B)2-1/2009.—In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, the Governor, Himachal Pradesh is pleased to make the Recruitment

and Promotion Rules for the post of Mining Guard, (Class-IV) (Non-Gazetted) in the Department of Industries, Himachal Pradesh as per Annexure-'A' appened to this Notification, namely:—

1. Short Title and commencement.—(i) These rules may be called the Himachal Pradesh, Industries Department, Mining Guard, Class-IV (Non-Gazetted) Recruitment & Promotion Rules, 2010.

(ii) These rules shall come into force from the date of publication in the Rajpatra, Himachal Pradesh.

2. Repeal and Savings.—(i) The Himachal Pradesh, Industries Department, Mining Guard Class-IV (Non-Gazetted) Recruitment and Promotion Rules, 1997 notified vide this department Notification No. Udyog-II(Kha) 2-8/96 dated 19-11-1997 are hereby repealed.

(ii) Notwithstanding such repeal anything done or any appointment made or any action taken shall be deemed to have been done or made or taken under the provisions of these rules.

By order,
Sd/-
Pr. Secretary.

ANNEXURE-'A.'

RECRUITMENT AND PROMOTION RULES FOR THE POST OF MINING GUARD CLASS-IV (NONGAZETTED) (REGULAR/CONTRACT) IN THE DEPARTMENT OF INDUSTRIES, HIMACHAL PRADESH

- 1. Name of Post.**—Mining Guard
- 2. Number of posts.**—72 (Seventy Two)
- 3. Classification.**—Class-IV (Non-Gazetted)
- 4. Scale of Pay.**—(i) *Pay Scale for regular incumbents.*—(i) Rs. 4900-10680+1300 Grade Pay
(ii) *Emoluments for Contract Employee.*—(ii) As per details given in Column 15-A
- 5. Whether Selection post or non-selection post.**—Not applicable.
- 6. Age for direct Recruitment.**—Between 18 & 45 years

Provided that the upper age limit for direct recruits will not be applicable to the candidates already in service of the Govt. including those who have been appointed on adhoc or on contract basis:

Provided further that if a candidate appointed on adhoc basis or on contract basis had become over-age on the date when he/she was appointed as such he/she shall not be eligible for any relaxation in the prescribed age limit by virtue of his/her such adhoc or contract appointment:

Provided further that upper age limit is relaxable for Scheduled Castes/Scheduled Tribes/Other categories of persons to the extent permissible under the general or special order(s) of the Himachal Pradesh Government:

Provided further that the employees of all the Public Sector Corporations and Autonomous Bodies who happened to be Government Servants before absorption in Public Sector Corporations/Autonomous Bodies at the time of initial constitution of such Corporations/Autonomous Bodies shall be allowed age concession in direct recruitment as admissible to Government servants. This concession will not, however, be admissible to such staff of the Public Sector/Corporations/Autonomous Bodies who were/are subsequently appointed by such Corporations/Autonomous Bodies and who are/were finally absorbed in the service of such Corporations/Autonomous Bodies after initial consultations of the Public Sector Corporations/Autonomous Bodies.

Note.—(1) Age limit for direct recruitment will be reckoned on the first day of the year in which the Post(s) is/are advertised for inviting applications or notified to the Employment Exchanges, as the case may be.

(2) Age and experience in the case of direct recruitment, relaxable at the discretion of the H. P. Public Service Commission in case the candidate is otherwise well qualified:

Provided that the provisions referred to preceding pares shall not be applicable in the case of contract appointee.

7. Minimum Educational and other qualifications required for direct recruits.—(a) *Essential Qualification.*—Should be matriculate or its equivalent from a recognized Board of School Education/University.

(b) *Desirable Qualifications.*—Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.

8. Whether age and Educational qualifications prescribed for direct recruits will apply in the case of the promotees.—(i) *Age.*—Not applicable.

(ii) *Educational Qualification.*—Not applicable.

9. Period of probation, if any.—Two years subject to such further extension for a period not exceeding one year as may be ordered by the competent authority in special circumstances and reasons to be recorded in writing.

10. Method of recruitment, whether by direct recruitment or by promotion, secondment basis, transfer and the percentage of post(s) to be filled in by various methods.—(1) 60% by direct recruitment on a regular basis or by recruitment on contract basis as the case may be. The contract employees will get emoluments as given in Col.15-A and will be governed by service conditions as specified in the said column.

(2) 40% by transfer.

11. In case of recruitment by promotion, deputation, transfer, grade from which promotion/deputation/transfer is to be made.—By transfer from amongst the incumbents working to the posts of Peon and Chowkidar of the deptt. having matric qualification and five years regular service or regular combined with continuous adhoc service in the respective grade .

For the purpose of transfer, a combined seniority list of eligible Peon and Chowkidar, on the basis of length of service without disturbing their cadre wise inter-se-seniority shall be prescribed.

12. If a Departmental Promotion Committee exists, what is its composition.—Not applicable.

13. Circumstances under which the H.P.P.S.C. is to be consulted in making recruitment.—Not applicable.

14. Essential requirement for a direct recruitment.—A candidate for appointment to any service or post must be a citizen of India.

15. Selection for appointment to post by direct recruitment.—Selection for appointment to the post in the case of direct recruitment shall be made on the basis of viva voce test if the recruiting authority consider necessary or expedient by a written test or practical test, the standard / syllabus, etc. of which, will be determined by the recruiting authority.

15-‘A’ Selection for appointment to the post by contract appointment.—Notwithstanding anything contained in these Rules, contract appointments to the post will be made subject to the terms and conditions given below:-

I. CONCEPT.—(a) Under this policy, the **Mining Guard** in the Department of Industries, H.P. will be engaged on contract basis initially for one year, which may be extendable on year to year basis.

(b) **POST FALLS OUT OF THE PURVIEW OF HPPSC/HPSSSB.**—The Director of Industries after obtaining the approval of the Government to fill up the posts on contract basis will advertise the details of the vacant posts in atleast two leading newspapers and invite applications from candidates having the prescribed qualification and fulfilling the other eligibility conditions as prescribed in these Rules.

(c) The selection will be made in accordance with the eligibility conditions prescribed in these Rules.

(II) CONTRACTUAL EMOLUMENTS.—The Mining Guard appointed on contract basis will be paid consolidated fixed contractual amount @ Rs. 6200/- per month (which shall be equal to minimum of the pay band + Grade pay. An amount of Rs. 186/- (3% of the minimum of pay band+grade pay of the post) as annual increase in contractual emoluments for the subsequent year(s) will be allowed if contract is extended beyond one year.

(III) APPOINTING/DISCIPLINARY AUTHORITY.—The Director of Industries, H.P. will be the appointing and disciplinary authority.

(IV) SELECTION PROCESS.—Selection for appointment to the post in the case of Contract Appointment will be made on the basis of viva-voce test or if consider necessary or expedient by a written test or practical test the standard /syllabus etc. of which will be determined by the concerned recruiting authority i.e. Director of Industries.

(V) COMMITTEE FOR SELECTION OF CONTRACTUAL APPOINTMENTS.—As may be constituted by the concerned recruiting Agency i.e. Director of Industries from time to time.

(VI) AGREEMENT.—After selection of a candidate, he/she shall sign an agreement as per Annexure-B appended to these Rules.

TERMS AND CONDITIONS.—(a) The contractual appointee will be paid fixed contractual amount @ Rs. 6200/- per month (which shall be equal to minimum of the pay band + grade pay). The contract appointee will be entitled for increase in contractual amount @ Rs. 186/- (3% of minimum of pay band + grade pay of the post) for further extended years and no other allied benefits such as senior /selection scales etc. will be given.

(b) The service of the Contract Appointee will be purely on temporary basis. The appointment is liable to be terminated in case the performance/ conduct of the contract appointee is not found satisfactory.

(c) Contract appointee will be entitled for one day casual leave after putting one month service. This leave can be accumulated upto one year. No leave of any other kind is admissible to the contract appointee. He/She shall not be entitled for Medical Reimbursement & LTC etc. only maternity leave will be given as per rules.

(d) Unauthorized absence from the duty without the approval of the Controlling Officer shall automatically lead to the termination of the contract. Contract Appointee shall not be entitled for contractual amount for the period of absence from duty.

(e) An official appointed on contract basis who have completed five years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative grounds.

(f) Selected candidate will have to submit a certificate of his/her fitness from a Govt./ Registered Medical Practitioner. Women candidate, pregnant beyond 12 weeks will stand temporarily unfit till the confinement is over. The women candidate will be re-examined for the fitness from an authorized Medical Officer/ Practitioner.

(g) Contract appointee will be entitled to TA/DA if required to go on tour in connection with his/her official duties at the same rate as applicable to regular counterpart officials at the minimum of the pay scale.

(h) Provisions of service rules like FR SR, Leave Rules, GPF Rules, Pension Rules and Conduct Rules etc. as are applicable in case of regular employee will not be applicable in case of contract appointees. They will be entitled for emoluments etc. as detailed in this Column.

16. Reservation.—The appointment to the service shall be subject to orders regarding reservation in the service for the Scheduled Castes/ Scheduled Tribe/Other Backward Classes/ Other categories of persons issued by the Himachal Pradesh Government from time to time.

17. Departmental Examination.—Not applicable.

18. Powers to relax.—Where the State Government is of the opinion that it is necessary or expedient to do so, it may, be by order for reasons to be recorded in writing and in consultation with the H.P.P.S.C. relax any of the provision (s) of these Rules with respect to any Class or category of person (s) or post (s).

Annexure-B

Form of Contract/Agreement to be executed between the Mining Guard Class-IV (Non Gazetted) and the Government of Himachal Pradesh through the Director of Industries, Himachal Pradesh

This agreement is made on this.....day ofin the year.....between,,Sh./Smt.....S/o/ D/o Shri.....R/o.....Contract

appointee (hereinafter called the FIRST PARTY) AND The Governor Himachal Pradesh through Director of Industries Himachal Pradesh (hereinafter after the SECOND PARTY).

Whereas, the SECOND PARTY has engaged the aforesaid FIRST PARTY and the FIRST PARTY has agreed to serve as **Mining Guard Class-IV** on contract basis on the following terms and conditions:-

1. That the FIRST PARTY shall remain in the service of the SECOND PARTY as a **Mining Guard** for a period of 1 year commencing on day ofand ending on the day of..... It is specifically mentioned and agreed upon by both the parties that the contract of the FIRST PARTY with SECOND PARTY shall ipso-facto stand terminated on the last working day i.e. onAnd information notice shall not be necessary.
2. The contractual amount of the FIRST PARTY will be Rs. 6200/- per month.
3. The service of FIRST PARTY will be purely on temporary basis. The appointment is liable to be terminated in case the performance/conduct of the contract appointee is not found good or if a regular incumbent is appointed/posted against the vacancy for which the first Party was engaged on contract.
4. Contractual Mining Guard will be entitled for one day casual leave after putting in one month service. This leave can be accumulated upto one year. No leave of any kind is admissible to the contractual Mining Guard. He will not be entitled for Medical Reimbursement and LTC etc. Only maternity leave will be given as per Rules.
5. Unauthorized absence from the duty without the approval of the Controlling Officer shall automatically lead to the termination of the contract. A contractual Mining Guard will not be entitled for contractual amount for the period of absence from duty.
6. An official appointed on contract basis who have completed five years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative grounds.
7. Selected candidate will have to submit a certificate of his/her fitness from a Government/Registered Medical Practitioner. In case of women candidates pregnant beyond twelve weeks will render her temporarily unfit till the confinement is over. The women candidate should be re-examined for fitness from an authorized Medical Officer/Practitioner.
8. Contract appointee shall be entitled to TA/DA if required to go on tour in connection with his/her official duties at the same rate as applicable to regular counter-part official at the minimum of the pay scale.
9. The Employee Group Insurance Scheme as well as EPF and GPF will not be applicable to the contractual appointee(s).

IN WITNESS the FIRST PARTY and SECOND PARTY have herein to set their hands the day, month and year first, above written.

IN THE PRESENCE OF WITNESSES:

1.

 (Name and full Address)

Signature of the (FIRST PARTY)

2.

 (Name and full Address)

IN THE PRESENCE OF WITNESS:

1.

 (Name and full Address)

(Signature of the SECOND PARTY)

2.

 (Name and full Address)

**In the Court of Marriage Officer-cum-Sub-Divisional Magistrate, Ghumarwin, District
Bilaspur, Himachal Pradesh**

In the matter of :

1. Shri Bishan Dass, aged 29 years s/o Shri Ridku Ram, of Village Badota (Harkukar), P. O. & Tehsil Ghumarwin, District Bilaspur, Himachal Pradesh (India).
 2. Smt. Monika Devi, aged 21 years d/o Shri Dalip Singh, resident of Village Bhanjwani, P. O. Auhar, Tehsil Ghumarwin, Distt. Bilaspur, Himachal Pradesh, India
- .. Applicants.*

Versus

General public

Subject.—Application for the registration of marriage under section 16 of Special Marriage Act, 1954 (Central Act) as amended by Marriage Laws (Amendment) Act 2001 (49 of 2001).

Shri Bishan Dass, aged 29 years s/o Shri Ridku Ram, of Village Badota (Harkukar), P. O. & Tehsil Ghumarwin, District Bilaspur, Himachal Pradesh (India) and Smt. Monika Devi, aged 21 years d/o Shri Dalip Singh, resident of Village Bhanjwani, P. O. Auhar, Tehsil Ghumarwin, Distt. Bilaspur, Himachal Pradesh, India have filed an application alongwith affidavit in the Court of undersigned under section 16 of Special Marriage Act, 1954 (Central Act) as amended by Marriage

Laws (Amendment) Act, 2001 (49 of 2001) that they have solemnized their marriage on 20-7-2008 at Village Bhanjwani, P. O. Auhar, Tehsil Ghumarwin, District Bilaspur H. P., India and they are living together as husband and wife since then. Hence their marriage may be registered under Special Marriage Act, 1954.

Therefore, the general public is hereby informed through this notice that any person who has any objection regarding this marriage can file the objection personally or in writing before this court on or before 17-8-2010 after that no objection will be entertained and marriage will be registered.

Issued today on 28-6-2010 under my hand and seal of the court.

Seal.

Sd/-

*Marriage Officer-cum-Sub-Divisional Magistrate,
Ghumarwin, District Bilaspur, Himachal Pradesh.*

ब अदालत कार्यकारी दण्डाधिकारी (तहसीलदार), ज्वाली, जिला कांगड़ा, हिमाचल प्रदेश

ब मुकद्दमा:

श्री सत पाल पुत्र श्री गुरो राम, निवासी गांव व डाकघर, ज्वाली, तहसील ज्वाली, जिला कांगड़ा, हिमाचल प्रदेश . . प्रार्थी।

बनाम

आम जनता

. . प्रत्यार्थी।

प्रार्थना—पत्र जेर धारा 13 (3) जन्म एवं मृत्यु पंजीकरण अधिनियम, 1969.

नोटिस बनाम आम जनता।

श्री सत पाल पुत्र श्री गुरो राम, निवासी गांव व डाकघर, ज्वाली, तहसील ज्वाली, जिला कांगड़ा, हिमाचल प्रदेश ने इस न्यायालय में एक प्रार्थना—पत्र दिया है कि उसके पुत्र का नाम प्रशांत कुमार है जिसकी जन्म तिथि 17-6-2004 है। अज्ञानतावश वह अपने लड़के का नाम व जन्म तिथि ग्राम पंचायत ज्वाली के रिकार्ड में गलती से दर्ज न करवा सका।

अतः सर्वसाधारण को इस इश्तहार मुनादी हिमाचल प्रदेश राजपत्र के माध्यम से सूचित किया जाता है कि यदि किसी व्यक्ति को उपरोक्त जन्म तिथि व नाम पंचायत रिकार्ड में दर्ज करने बारे कोई आपत्ति या एतराज हो तो वह दिनांक 20-7-2010 को इस न्यायालय में प्रातः 10.00 बजे असातन या वकालतन उपस्थित आकर अपनी आपत्ति या एतराज प्रस्तुत कर सकता है। हाजिर न आने की सूरत में नियमानुसार कार्यवाही अमल में लाई जाएगी।

आज दिनांक 25-6-2010 को मेरे हस्ताक्षर व मोहर अदालत से जारी हुआ।

मोहर।

हस्ताक्षरित/—

कार्यकारी दण्डाधिकारी (तहसीलदार),
ज्वाली, जिला कांगड़ा, हिमाचल प्रदेश।

ब अदालत श्री डी0 के0 रतन, स्पेशल मैरिज अधिकारी (एस0डी0एम0) जोगिन्दरनगर, जिला मण्डी (हि0 प्र0)

ब मुकद्दमा :

श्री अजय कुमार शर्मा पुत्र श्री एस0 डी0 शर्मा, निवासी खडत, तहसील बड़ोह, जिला कांगड़ा, हाल उपस्थित मारफत श्री डी0 डी0 ठाकुर, निवासी जोगिन्दरनगर, जिला मण्डी (हि0 प्र0) . . पति।

श्रीमती रोहणी ठाकुर पत्नि श्री अजय कुमार शर्मा पुत्री श्री डी0 डी0 ठाकुर, निवासी जोगिन्दर नगर, तहसील जोगिन्दर नगर, जिला मण्डी, हिमाचल प्रदेश . . पत्नी।

बनाम

आम जनता

प्रार्थना—पत्र जेर धारा 15 चैपटर 111 स्पेशल मैरिज एक्ट, 1954 के अन्तर्गत विवाह पंजीकृत करने बारे।

उपरोक्त मामला में श्री अजय कुमार शर्मा व श्रीमती रोहणी ठाकुर ने न्यायालय में प्रार्थना—पत्र पेश किया है कि उन्होंने दिनांक 2—12—2009 को जोगिन्दर नगर में हिन्दू धर्म के अनुसार शादी की है और तब से वह पति—पत्नी के रूप में रहते चले आ रहे हैं। अतः जेर धारा 15 चैपटर 111 स्पेशल मैरिज एक्ट, 1954 के अन्तर्गत उनका विवाह पंजीकृत किया जावे।

अतः आम जनता व उनके रिश्तेदारों, माता—पिता को इस इश्तहार द्वारा सूचित किया जाता है कि यदि किसी भी व्यक्ति को इस बारा कोई उजर व एतराज हो तो वह दिनांक 26—7—2010 को दोपहर 2.00 बजे या इससे पूर्व असालतन या वकालतन या हाजिर अदालत होकर पेश करें अन्यथा एक तरफा कार्यवाही अमल में लाई जाकर शादी पंजीकरण प्रमाण—पत्र जारी कर दिया जावेगा तथा बाद में कोई भी उजर काबले समायत न होगा।

आज दिनांक 23—6—2010 को मेरे हस्ताक्षर व मोहर अदालत से जारी हुआ।

मोहर।

डी0 के0 रतन,
स्पेशल मैरिज अधिकारी,
जोगिन्दरनगर, जिला मण्डी (हि0 प्र0)।

**In the Court of Marriage Officer-cum-Sub-Divisional Magistrate, Sadar Mandi, District
Mandi, Himachal Pradesh**

In the matter of :

1. Shri Dinesh Kumar Sharma s/o Shri Yadvinder Kumar, r/o H. No. 331/13, Sauli Khud, Mandi Town, District Mandi (H. P.).
2. Smt. Rajni Devi d/o Shri Girdhari Lal, r/o Jia, P. O. Bhuntar, Tehsil & District Kullu, H. P. (At present wife of Shri Dinesh Kumar Sharma s/o Shri Yadvinder Kumar, r/o H. No. 331/13, Sauli Khud, Mandi Town, District Mandi (H. P.).

. . Applicants.

Versus

General public

Subject.—Application for registration of marriage under section 15 of Special Marriage Act, 1954.

Shri Dinesh Kumar Sharma s/o Shri Yadvinder Kumar, r/o H. No. 331/13, Sauli Khud, Mandi Town, District Mandi (H. P.) and Smt. Rajni Devi d/o Shri Girdhari Lal, r/o Jia, P. O. Bhuntar, Tehsil & District Kullu, H. P. (At present wife of Shri Dinesh Kumar Sharma s/o Shri Yadvinder Kumar, r/o H. No. 331/13, Sauli Khud, Mandi Town, District Mandi (H. P.) have filed an application alongwith affidavits in the Court of the undersigned under section 15 of Special Marriage Act, 1954 that they have solemnized their marriage on 18-4-1988 according to Hindu rites and customs at their respective houses at Mandi and Kullu (H. P.) and they are living together as husband and wife since then, hence their marriage may be registered under Special Marriage Act, 1954.

Therefore, the general public is hereby informed through this notice that any person who has any objection regarding this marriage can file the objection personally or in writing before this court on or before 29th July, 2010 after that no objection will be entertained and marriage will be registered.

Issued today on 28th day of June, 2010 under my hand and seal of the court.

Seal.

Sd/-

*Marriage Officer-cum-Sub-Divisional Magistrate,
Sadar Mandi, District Mandi (H.P.).*

In the Court of Marriage Officer-cum-Sub-Divisional Magistrate, Sadar Mandi, District Mandi, Himachal Pradesh

In the matter of :

1. Shri Gautam Bahl s/o Shri Brij Lal Bahl, r/o H. No. 32/8, Darmayana Muhalla, Mandi Town, District Mandi (H. P.).
2. Smt. Divya Bahl d/o dr. R. P. Tandon, r/o Tandon House (Near BDO Office), Bhiuli, Mandi, H. P. (At present wife of Shri Gautam Bahl s/o Shri Brij Lal Bahl, r/o H. No. 32/8, Darmayana Muhalla, Mandi Town, District Mandi (H. P.)

.. Applicants.

Versus

General public

Subject.—Application for registration of marriage under section 15 of Special Marriage Act, 1954.

Shri Gautam Bahl s/o Shri Brij Lal Bahl, r/o H. No. 32/8, Darmayana Muhalla, Mandi Town, District Mandi (H. P.) and Smt. Divya Bahl d/o dr. R. P. Tandon, r/o Tandon House (Near

BDO Office), Bhiuli, Mandi, H. P. (At present wife of Shri Gautam Bahl s/o Shri Brij Lal Bahl, r/o H. No. 32/8, Darmayana Muhalla, Mandi Town, District Mandi (H. P.) have filed an application alongwith affidavits in the Court of the undersigned under section 15 of Special Marriage Act, 1954 that they have solemnized their marriage on 30-10-2003 according to Hindu rites and customs at Mandi Town, Mandi, (H. P.) and they are living together as husband and wife since then, hence their marriage may be registered under Special Marriage Act, 1954.

Therefore, the general public is hereby informed through this notice that any person who has any objection regarding this marriage can file the objection personally or in writing before this court on or before 29th July, 2010 after that no objection will be entertained and marriage will be registered.

Issued today on 28th day of June, 2010 under my hand and seal of the court.

Seal.

Sd/-

*Marriage Officer-cum-Sub-Divisional Magistrate,
Sadar Mandi, District Mandi (H.P.).*

ब अदालत श्री एस0 एल0 बन्सल, सहायक समाहर्ता प्रथम श्रेणी, रामपुर बुशैहर, जिला शिमला,
हिमाचल प्रदेश

नं0 मुकद्दमा : 56/08, 59/08.

तारीख दायर : 1/12/2008.

श्री देविन्दर सिंह पुत्र श्री अमर सिंह, निवासी ग्राम रतनपुर, तहसील रामपुर बुशैहर, जिला शिमला,
हिमाचल प्रदेश प्रार्थी।

बनाम

1. श्रीमती सत्या देवी पुत्री श्री भोला सिंह, निवासी ग्राम रतनपुर, तहसील रामपुर बुशैहर, जिला शिमला
2. श्रीमती शीला देवी पुत्री श्री भोला सिंह, निवासी ग्राम रतनपुर, तहसील रामपुर बुशैहर, जिला शिमला
3. श्रीमती ईश्वर पुत्री श्री भगवान दास, निवासी ग्राम रतनपुर, तहसील रामपुर बुशैहर, जिला शिमला
4. श्रीमती इन्द्रा देवी पुत्री श्री भगवान दास, निवासी ग्राम रतनपुर, तहसील रामपुर बुशैहर, जिला शिमला
5. श्रीमती कलमू पुत्री श्री भगवान दास, निवासी ग्राम रतनपुर, तहसील रामपुर बुशैहर, जिला शिमला
6. श्री गोपाल चन्द पुत्र श्री राम लाल निवासी ग्राम रतनपुर, तहसील रामपुर बुशैहर, जिला शिमला
7. श्रीमती कला देवी पुत्री श्री राम लाल निवासी ग्राम रतनपुर, तहसील रामपुर बुशैहर, जिला शिमला
8. श्रीमती गंगा दासी पुत्री श्री राम लाल, निवासी ग्राम रतनपुर, तहसील रामपुर बुशैहर, जिला शिमला
9. श्रीमती कौशल्या पुत्री श्रीमती टाकू देवी, ग्राम शाह, तहसील रामपुर बुशैहर, जिला शिमला
10. श्री प्रदीप कुमार पुत्र श्रीमती टाकू देवी, ग्राम रंगोरी, तहसील रामपुर बुशैहर, जिला शिमला
11. श्रीमती शर्मिला देवी पुत्री श्रीमती टाकू देवी ग्राम रंगोरी, तहसील रामपुर बुशैहर, जिला शिमला
12. श्रीमती बाला दासी पत्नी श्री सीता राम, ग्राम बसाल, तहसील कण्डाघाट, जिला सोलन
13. श्री संसार सिंह पुत्र श्री भगवान दास, ग्राम रतनपुर, तहसील रामपुर बुशैहर, जिला शिमला
14. श्रीमती विद्यावती पुत्री श्री अमर सिंह ग्राम रतनपुर, तहसील रामपुर बुशैहर, जिला शिमला

प्रतिवादी।

दरखास्त तकसीम जेर धारा 123 हि0 प्र0 भू0 रा0 अ0 1954 बाबत अराजी किते 13 रकबा तादादी 01-54-41 है0 कृष्ट व अकृष्ट मुन्दर्जा खाता/खतौनी नं0 91/197 ता 203 व खसरा नं0 677 रकबा तादादी 0-15-53 है0 मुन्दर्जा खाता/खतौनी नं0 89/195, वाका चक सनारसा।

प्रार्थी श्री देविन्दर सिंह पुत्र श्री अमर सिंह, निवासी ग्राम रतनपुर, तहसील रामपुर बुशैहर, जिला शिमला, हिमाचल प्रदेश की अराजी किते 13 रकबा तादादी 01-54-41 है0 कृष्ट व अकृष्ट मुन्दर्जा खाता/खतौनी नं0 91/197 ता 203 व खसरा नं0 677 रकबा तादादी 0-15-53 है0 मुन्दर्जा खाता/खतौनी नं0 89/195, वाका चक सनारसा के तकसीम प्रकरण इस अदालत में विचाराधीन है। प्रतिवादी नं0 1 ता 14 की तामील बार-बार समन जारी करने के उपरान्त भी अदालत में नहीं हो पा रही है। जिस कारण इस अदालत को यकीन हो चुका है कि इनकी तामील साधारण तरीके से होनी सम्भव प्रतीत नहीं होती है। इन प्रतिवादी की तामील अदालतन न होने के कारण तकसीम प्रकरण लम्बित चला आ रहा है। अतः प्रतिवादी 1 ता 14 को इस इशतहार द्वारा सूचित किया जाता है कि वे दिनांक 30-7-2010 को प्रातः 10.00 बजे अदालतन या वकालतन पैरवी मुकद्दमा हेतु हाजिर अदालत आये। हाजिर न आने की सूरत में यह समझा जाएगा कि आपको इस खाता की तकसीम बारा किसी भी प्रकार का उजर व एतराज नहीं है तथा यकतरफा कार्यवाही अमल में लाई जावेगी।

आज दिनांक 30-6-2010 को मेरे हस्ताक्षर व मोहर अदालत से जारी किया गया।

मोहर।

एस0 एल0 बन्सल,
सहायक समाहर्ता प्रथम श्रेणी,
रामपुर बुशैहर, जिला शिमला, हिमाचल प्रदेश।

ब अदालत श्री एस0 एल0 बन्सल, कार्यकारी दण्डाधिकारी, रामपुर बुशैहर, जिला शिमला,
हिमाचल प्रदेश

श्री निर्भय अग्रवाल पुत्र श्री देव राज अग्रवाल, निवासी मै0 साधू राम, किशोरी लाल, कस्बा बाजार
रामपुर बुशैहर, जिला शिमला (हि0 प्र0) . . प्रार्थी।

बनाम

आम जनता

. . प्रतिवादी।

प्रार्थना-पत्र जेर धारा 13 (3) जन्म एवं मृत्यु पंजीकरण अधिनियम, 1969.

नोटस बनाम आम जनता।

श्री निर्भय अग्रवाल पुत्र श्री देव राज अग्रवाल, निवासी मै0 साधू राम, किशोरी लाल, कस्बा बाजार रामपुर बुशैहर, जिला शिमला (हि0 प्र0) ने इस अदालत में प्रार्थना-पत्र मय शपथ-पत्र गुजारा है कि उनकी पुत्री किरती अग्रवाल का जन्म दिनांक 15-6-2006 को हुआ है परन्तु नगर परिषद् रामपुर बुशैहर, जिला शिमला, हिमाचल प्रदेश के अभिलेख में समय पर दर्ज न करवा सका है।

अतः इस इशतहार द्वारा सर्वसाधारण को सूचित किया जाता है कि यदि किसी व्यक्ति को निर्भय अग्रवाल पुत्र श्री देव राज की पुत्री किरती अग्रवाल का नाम व जन्म तिथि नगर परिषद् में दर्ज करने बारा किसी भी प्रकार की आपत्ति है तो वह दिनांक 30-7-2010 को प्रातः 10.00 बजे या इससे पूर्व अदालत हजा में अदालतन या वकालतन हाजिर आकर अपनी आपत्ति दर्ज करवा सकता है। बाद गुजरने मियाद कोई भी उजर/एजराज काबिले समायत न होगा तथा नियमानुसार जन्म तिथि दर्ज करवाने के आदेश पारित कर दिए जाएंगे।

आज दिनांक 30-6-2010 को मेरे हस्ताक्षर व मोहर अदालत द्वारा जारी किया गया।

मोहर।

एस0 एल0 बन्सल,
कार्यकारी दण्डाधिकारी,
रामपुर बुशैहर, जिला शिमला, हिमाचल प्रदेश।